

SOLICITATION NO.: RTQ-00124
OPENING: 6:00 P.M.
Request to Qualify - Public Safety Uniforms
Oct 22, 2014



MIAMI-DADE COUNTY, FLORIDA
R E Q U E S T T O Q U A L I F Y

TITLE:
Request to Qualify - Public Safety Uniforms

BIDS WILL BE ACCEPTED UNTIL 6:00 PM
ON **Oct 22, 2014**

FOR INFORMATION CONTACT:
Abelin Rodriguez, 305-375-4744, abelin@miamidade.gov

IMPORTANT NOTICE TO BIDDERS/PROPOSERS:

- **READ THE ENTIRE SOLICITATION DOCUMENT, THE GENERAL TERMS AND CONDITIONS, AND HANDLE ALL QUESTIONS IN ACCORDANCE WITH THE TERMS OUTLINED IN PARAGRAPH 1.2(D) OF THE GENERAL TERMS AND CONDITIONS.**
- **THE SOLICITATION SUBMITTAL FORM CONTAINS IMPORTANT INFORMATION THAT REQUIRES REVIEW AND COMPLETION BY ANY BIDDER/PROPOSER RESPONDING TO THIS SOLICITATION.**
- **FAILURE TO COMPLETE AND SIGN THE SOLICITATION SUBMITTAL FORM WILL RENDER YOUR PROPOSAL NON-RESPONSIVE.**



GENERAL TERMS AND CONDITIONS:

All general terms and conditions of Miami-Dade County Procurement Contracts are posted online. Bidders/Proposers that receive an award from Miami-Dade County through Miami-Dade County's competitive procurement process must anticipate the inclusion of these requirements in the resultant Contract. These general terms and conditions are considered non-negotiable.

All applicable terms and conditions pertaining to this solicitation and resultant contract may be viewed online at the Miami-Dade County Procurement Management website by clicking on the below link:

<http://www.miamidade.gov/procurement/library/boilerplate/general-terms-and-conditions-r15-4.pdf>

NOTICE TO ALL BIDDERS/PROPOSERS:

Electronic bids are to be submitted through a secure mailbox at BidSync (www.bidsync.com) until the date and time as indicated in this Solicitation document. It is the sole responsibility of the Bidder/Proposer to ensure their proposal reaches BidSync before the Solicitation closing date and time. There is no cost to the Bidder/Proposer to submit a proposal in response to a Miami-Dade County solicitation via BidSync. Electronic proposal submissions may require the uploading of electronic attachments. The submission of attachments containing embedded documents or proprietary file extensions is prohibited. All documents should be attached as separate files.

For information concerning technical specifications please utilize the question/answer feature provided by BidSync at www.bidsync.com within the solicitation. Questions of a material nature must be received prior to the cut-off date specified in the solicitation. Material changes, if any, to the solicitation terms, scope of services, or bidding procedures will only be transmitted by written addendum. (See addendum section of BidSync site).

Please allow sufficient time to complete the online forms and upload of all proposal documents. Bidders/Proposers should not wait until the last minute to submit a proposal. The deadline for submitting information and documents will end at the closing time indicated in the solicitation. All information and documents must be fully entered, uploaded, acknowledged (Confirm) and recorded into BidSync before the closing time or the system will stop the process and the response will be considered late and will not be accepted.

PLEASE NOTE THE FOLLOWING:

No part of your proposal can be submitted via **HARDCOPY, EMAIL, OR FAX**. No variation in price or conditions shall be permitted based upon a claim of ignorance. Submission of a proposal will be considered evidence that the Bidder/Proposer has familiarized themselves with the nature and extent of the work, and the equipment, materials, and labor required. The entire proposal response must be submitted in accordance with all specifications contained in the solicitation electronically.

SECTION 2 - SPECIAL TERMS AND CONDITIONS

2.1 PURPOSE

This Request to Qualify (RTQ) will establish a pool of vendors capable of providing the County with various types of clothing used as public safety uniforms. Entry into the Pre-Qualification Pool is not a contract between Miami-Dade County and any member of the pool, but rather an acknowledgement that the pool member satisfies the pre-qualification criteria set forth below for membership in the pool. Pre-qualified vendors will be invited to participate in future spot market competitions. The pool shall remain open for the term of the RTQ, enabling vendors to qualify at any time after the initial RTQ opening date.

DEFINITIONS

- A. Submittal – shall refer to the form(s) submitted in response to this Request to Qualify (RTQ).
- B. Submitter – shall refer to anyone responding to this Request to Quality.
- C. Request for Quote – (RFQ) shall refer to any subsequent quotations issued to the pre-qualified vendors listed under this RTQ.

2.2 TERM OF CONTRACT

The pre-qualification pool will begin on the first calendar day of the month succeeding approval by the Board of County Commissioners, or designee, unless otherwise stipulated in the Notice of Award Letter which is distributed by the County's Internal Services Department, Procurement Management Services Division, and contingent upon the completion and submittal of all required RTQ documents. The pre-qualification pool shall expire on the last day of the last month of the eight (8) year period.

2.3 QUALIFICATION CRITERIA

Submitters who meet the following minimum qualifications will be placed on a list for participation in future competitions.

1. If the submitter is a uniform manufacturer it shall provide a letter on company letterhead providing the brand names or styles it manufactures. If submitter is other than a uniform manufacturer, provide letter(s) from the manufacturer authorizing the submitter to act as a distributor or reseller of their uniform items. Companies who bid products they have not been authorized to sell by the manufacturer or shown on the contract roadmap as approved to sell, may be found non responsible for the item bid. The County retains the right to request up dated letters at its discretion.

2. Submitters shall provide a list of no less than three client references (only one of which may be a Miami-Dade County employee) who can confirm that the Submitter has successfully sold uniforms within the past twelve months. The following information shall be provided: name, telephone number and/or e-mail address, and point of contact.

Submitters shall provide the specified documents listed above with their submittal forms and affidavits as poof of compliance to the requirements of this RTQ. However, the County

may, at its sole discretion and in its best interest, allow vendors to complete, supplement or supply the required documents.

It shall be the sole prerogative of the County to determine the number of vendors who will be included under the pre-qualification pool. During the term of this RTQ, the County reserves the right to add or delete vendors as it deems necessary and in its best interests. After the initial opening of the RTQ, required documentation and forms must be submitted to: Internal Services Department, Procurement Management Division, 111 NW 1 ST., Suite 1300, Miami, Fl. 33128-1974. The outside of the envelope must show the RTQ number and name of the Contracting Officer managing the contract.

2.4 CONTACT PERSON

For any additional information regarding the terms and conditions of this solicitation and resultant contract, Contact: Abelin Rodriguez, at (305) 375-4744 email – abelin@miamidade.gov.

2.5 PRODUCT OTHER THAN THOSE MENTIONED CAN BE CONSIDERED

A. The mention of a particular manufacturer's brand name or style number in the specifications does not imply that this particular product is the only one that will be considered for purchase. This reference is intended solely to designate the style, type or quality of merchandise that will be acceptable. If an "equal" product is to be considered by the County in accordance with the RFQ, the product shall be equal in style, color, quality and standards of performance to the item specified in the solicitation.

The determination as to whether any alternate product is or is not equal shall be made solely by Miami-Dade County and such determination shall be final and binding upon all bidders. Miami-Dade County reserves the right to request and review additional information and samples to make such a determination.

Each 'equal' item must be clearly identified on the offer submittal pages(s) as to manufacturer and style number. Failure to provide this information with the offer may result in rejection of the offer.

B Samples

Bidders may be required to submit a sample of the goods to be supplied for evaluation by, and at no cost to the County. This sample will become property of the County, and may or may not be returned to the bidder at the County's option. If samples are required, the County will notify the bidder of such in writing and will specify the deadline for submission of the samples. Each individual sample shall be clearly labeled with the bidder's name, bid number, bid title, manufacturer's name, brand name, and style number if applicable. If the bidder fails to submit the samples, properly labeled, by the specified date stipulated in the notice, the County may not consider the bidder's proposal for that item(s).

The County reserves the right to perform its own testing procedures. Any costs for testing shall be borne by bidder. On the basis of this testing and analysis, the County shall be sole judge of the acceptability of the sample in conformance with the bid specifications and its decision shall be final. Any sample submitted shall create an express warranty that the whole of the goods and/or services to be provided by the bidder during the contract period shall conform to the sample submitted.

2.6 EXEMPTION TO CERTAIN CLAUSES

Paragraph 1.21 (Insurance Requirements) will not apply to this RTQ.

Certain RFQ's issued under this RTQ will be funded through Federal grants or direct Federal funding. As a Federally-funded agency, certain clauses within this RTQ will not apply as defined in the RFQ. Below is a sampling of the paragraphs that would be affected for Federal/Grant funding:

Section 1 Paragraph 1.10 (Local Preferences), Section 1 Paragraph 1.27 (Office of the Inspector General), Section 1 Paragraph 1.35 (County User Access Program - UAP),. Section 1 Paragraph 1.43 (Small Business Contract Measures) and Section 1 Paragraph 1.44 (Local Certified Service-Disabled Veteran's Business Enterprise Preference), and Section 1 Paragraph 1.46 (First Source Hiring Referral Program).

For this reason the request for quotation will reflect a separate section for the pricing of these departments.

SECTION 3 – TECHNICAL SPECIFICATIONS

3.1 SCOPE

This request to qualify is intended to pre-qualified vendors to provide various styles and sizes of uniforms.

3.2 CURRENT USE

Below is a sampling of uniform manufacturers brands whose products are currently being purchased by the County:

5.11 Inc.	Bates Shoes	Blauer
Boston Leather	Design Lab	Diport USA
Edwards Garments	Elbeco Inc.	Fechheimer Brothers Co.
Gould & Goodrich	Horace Small	Keystone Adjustable Cap Co.
Liberty Uniform	Mocean	New Balance
Port Authority	Propper	Red Kap
Safariland LLC.	Speedo	Spiewak & Sons
Tru-Spec	Uncle Mike	Under Armor

**Miami-Dade County
Procurement Management Services
Solicitation Submittal Form**

111 NW 1st Street, Suite 1300, Miami, FL 33128

Solicitation No. RTQ-00124		Solicitation Title: Request to Qualify - Public Safety Uniforms	
Legal Company Name (include d/b/a if applicable): <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>		Federal Tax Identification Number: <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	
If Corporation - Date Incorporated/Organized: <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>		State Incorporated/Organized: <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	
Company Operating Address: <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>		City <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	State <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>
Remittance Address (if different from ordering address): <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>		City <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	Zip Code <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>
Company Contact Person: <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>		Email Address: <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	
Phone Number (include area code): <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	Fax Number (include area code): <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	Company's Internet Web Address: <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	
<p>Pursuant to Miami-Dade County Ordinance 94-34, any individual, corporation, partnership, joint venture or other legal entity having an officer, director, or executive who has been convicted of a felony during the past ten (10) years shall disclose this information prior to entering into a contract with or receiving funding from the County.</p> <p><input type="checkbox"/> Place a check mark here only if the Bidder has such conviction to disclose to comply with this requirement.</p>			
<p>LOCAL PREFERENCE CERTIFICATION: For the purpose of this certification, a "local business" is a business located within the limits of Miami-Dade County (or Broward County in accordance with the Interlocal Agreement between the two counties) that has a valid Local Business Tax Receipt, issued by Miami-Dade County; has a physical business address located within the limits of Miami-Dade County from which business is performed; and contributes to the economic development of the community in a verifiable and measurable way. This may include, but not be limited to, the retention and expansion of employment opportunities and the support and increase to the County's tax base.</p> <p><input type="checkbox"/> Place a check mark here only if affirming the Bidder meets the requirements for Local Preference. Failure to complete this certification at this time (by checking the box above) may render the vendor ineligible for Local Preference.</p>			

LOCALLY-HEADQUARTERED BUSINESS CERTIFICATION: For the purpose of this certification, a "locally-headquartered business" is a Local Business whose "principal place of business" is in Miami-Dade County or Broward County in accordance with the Interlocal Agreement between the two counties.

☐ Place a check mark here only if affirming the Bidder meets requirements for the Locally-Headquartered Preference (LHP). Failure to complete this certification at this time (by checking the box) may render the vendor ineligible for the LHP.

The address of the Locally-headquartered office is:

LOCAL CERTIFIED SERVICE-DISABLED VETERAN BUSINESS ENTERPRISE CERTIFICATION: A Local Certified Service-Disabled Veteran Business Enterprise is a firm that is (a) a local business pursuant to Section 2-8.5 of the Code of Miami-Dade County and (b) prior to bid submission is certified by the State of Florida Department of Management Services as a service-disabled veteran business enterprise pursuant to Section 295.187 of the Florida Statutes.

☐ Place a check mark here only if affirming the Bidder is a Local Certified Service-Disabled Veteran Business Enterprise. A copy of the certification must be submitted with the bid.

SMALL BUSINESS ENTERPRISE CONTRACT MEASURES (If Applicable)

An SBE/Micro Business Enterprise must be certified by Small Business Development for the type of goods and/or services the Bidder provides in accordance with the applicable Commodity Code(s) for this Solicitation. For certification information contact Small Business Development at (305) 375-2378 or access <http://www.miamidade.gov/business/business-certification-programs.asp>. The SBE/Micro Business Enterprise must be certified by the solicitation's submission deadline, at contract award, and for the duration of the contract to remain eligible for the preference. Firms that graduate from the SBE program during the contract may remain on the contract.

Is your firm a Miami-Dade County Certified Small Business Enterprise? Yes ☐ No ☐

If yes, please provide your Certification Number:

SCRUTINIZED COMPANIES WITH ACTIVITIES IN SUDAN LIST OR THE SCRUTINIZED COMPANIES WITH ACTIVITIES IN THE IRAN PETROLEUM ENERGY SECTOR LIST:

By executing this bid through a duly authorized representative, the Bidder certifies that the Bidder is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, as those terms are used and defined in sections 287.135 and 215.473 of the Florida Statutes. In the event that the Bidder is unable to provide such certification but still seeks to be considered for award of this solicitation, the Bidder shall execute the

bid response package through a duly authorized representative and shall also initial this space: . In such event, the Bidder shall furnish together with its bid response a duly executed written explanation of the facts supporting any exception to the requirement for certification that it claims under Section 287.135 of the Florida Statutes. The Bidder agrees to cooperate fully with the County in any investigation undertaken by the County to determine whether the claimed exception would be applicable. The County shall have the right to terminate any contract resulting from this solicitation for default if the Bidder is found to have submitted a false certification or to have been placed on the Scrutinized Companies for Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.

IT IS HEREBY CERTIFIED AND AFFIRMED THAT THE BIDDER SHALL ACCEPT ANY AWARDS MADE AS A RESULT OF THIS SOLICITATION. BIDDER FURTHER AGREES THAT PRICES QUOTED WILL REMAIN FIXED FOR A PERIOD OF ONE HUNDRED AND EIGHTY (180) DAYS FROM DATE SOLICITATION IS DUE.

Bidder's Authorized Representative's Signature: <input type="text"/>	Date <input type="text"/>
Type or Print Name <input type="text"/>	

THE EXECUTION OF THIS FORM CONSTITUTES THE UNEQUIVOCAL OFFER OF THE BIDDER TO BE BOUND BY THE TERMS OF ITS OFFER. FAILURE TO SIGN THIS SOLICITATION WHERE INDICATED ABOVE BY AN AUTHORIZED REPRESENTATIVE SHALL RENDER THE BID NON-RESPONSIVE. THE COUNTY MAY, HOWEVER, IN ITS SOLE DISCRETION, ACCEPT ANY RESPONSE THAT INCLUDES AN EXECUTED DOCUMENT WHICH UNEQUIVOCALLY BINDS THE BIDDER TO THE TERMS OF ITS OFFER

[illegible]

Bidder's client references (Re. Para. 2.3.(2))

Company Name:	
Point of Contact:	
Telephone:	
E-Mail:	
Company Name:	
Point of Contact:	
Telephone:	
E-Mail:	
Company Name:	
Point of Contact:	
Telephone:	
E-Mail:	

Miami-Dade County

Contractor Due Diligence Affidavit

Per Miami-Dade County Board of County Commissioners (Board) Resolution No. R-63-14, County Vendors and Contractors shall disclose the following as a condition of award for any contract that exceeds one million dollars (\$1,000,000) or that otherwise must be presented to the Board for approval:

- (1) Provide a list of all lawsuits in the five (5) years prior to bid or proposal submittal that have been filed against the firm, its directors, partners, principals and/or board members based on a breach of contract by the firm; include the case name, number and disposition;
- (2) Provide a list of any instances in the five (5) years prior to bid or proposal submittal where the firm has defaulted; include a brief description of the circumstances;
- (3) Provide a list of any instances in the five (5) years prior to bid or proposal submittal where the firm has been debarred or received a formal notice of non-compliance or non-performance, such as a notice to cure or a suspension from participating or bidding for contracts, whether related to Miami-Dade County or not.

All of the above information shall be attached to the executed affidavit and submitted to the Procurement Contracting Officer (PCO)/ AE Selection Coordinator overseeing this solicitation. The Vendor/Contractor attests to providing all of the above information, if applicable, to the PCO.

Contract No. : Federal Employer
Identification Number (FEIN):

Contract Title:

Printed Name of Affiant

Printed Title of Affiant

Signature of Affiant

Name of Firm

Date

Address of Firm

State

Zip Code

Notary Public Information

Notary Public – State of _____ County of _____

Subscribed and sworn to (or affirmed) before me this _____ day of, _____ 20____

by _____ He or she is personally known to me _____ or has produced identification

Type of identification produced _____

Signature of Notary Public

Serial Number

Print or Stamp of Notary Public

Expiration Date

Notary Public Seal

(Miami-Dade County Code Sections 2-8.1, 2-8.8 and 10-34)

FEIN No.

In accordance with Ordinance No. 11-90, an entity contracting with the County shall report the race, gender and ethnic origin of the owners and employees of all first tier subcontractors/suppliers. In the event that the recommended Bidder/Proposer demonstrates to the County prior to award that the race, gender, and ethnic information is not reasonably available at that time, the Bidder/Proposer shall be obligated to exercise diligent efforts to obtain that information and provide the same to the County not later than ten (10) days after it becomes available and, in any event, prior to final payment under the contract.

(Please duplicate this form if additional space is needed.)

Business Name and Address of First Tier Direct Supplier	Principal Owner	Supplies/Materials/Services to be Provided by Supplier	Principal Owner (Enter the number of male and female owners by race/ethnicity)								Employee(s) (Enter the number of male and female employees and the number of employees by race/ethnicity)							
			M	F	White	Black	Hispanic	Asian/Pacific Islander	Native American/Native Alaskan	Other	M	F	White	Black	Hispanic	Asian/Pacific Islander	Native American/Native Alaskan	Other
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Business Name and Address of First Tier Subcontractor	Principal Owner	Scope of Work to be Performed by Subcontractor	Principal Owner (Enter the number of male and female owners by race/ethnicity)								Employee(s) (Enter the number of male and female employees and the number of employees by race/ethnicity)							
			M	F	White	Black	Hispanic	Asian/Pacific Islander	Native American/	Other	M	F	White	Black	Hispanic	Asian/Pacific Islander	Native American/	Other

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☐ Mark here if race, gender and ethnicity information is not available and will be provided at a later date. This data may be submitted to contracting department or on-line to the Small Business Development of the Internal Services Department at <http://www.miamidade.gov/business/business-development-contracts.asp>. As a condition of final payment, Bidder/Proposer shall provide subcontractor information on the Subcontractor Payment Report Sub 200 form which can be found at <http://www.miamidade.gov/business/library/forms/subcontractors-payment.pdf>.

I certify that the representations contained in this Subcontractor/Supplier listing are to the best of my knowledge true and accurate.

Signature of Bidder/Proposer

Print Name

Print Title

Date



FAIR SUBCONTRACTING PRACTICES

In compliance with Miami-Dade County Code Section 2-8.8, the Bidder/Proposer shall submit with the proposal a detailed statement of its policies and procedures (use separate sheet if necessary) for awarding work to subcontractors.

A large, empty rectangular box with a thin black border, intended for the bidder/proposer to provide a detailed statement of its policies and procedures for awarding work to subcontractors. The box has small navigation icons in the corners.☐

NO SUBCONTRACTORS WILL BE UTILIZED FOR THIS CONTRACT

A horizontal rectangular box with a thin black border, intended for the bidder/proposer's signature.

Signature

A horizontal rectangular box with a thin black border, intended for the bidder/proposer's date.

Date